

A G E N D A
IDAHO DEPARTMENT OF PARKS AND RECREATION
Quarterly Board Meeting
January 21-22, 2004
IDPR Headquarters
Boise, Idaho

January 21st, 2004

CALL TO ORDER:

1:00 p.m.

WELCOME:

Introduce Guests - Chairman Ernest Lombard

AGENDA:

Additions or deletions to the printed agenda

APPROVAL OF MINUTES:

November 4-5, 2003

Staff Presentations to the Board:

Old Business

1:15 p.m. Park YTD Attendance Revenue Report Dean Sangrey
Accurate Park Visitation Workgroup Report

1:30 p.m. Development Project Status Myron Johnson

1:45 p.m. Fee Implementation Campaign Jennifer Couture

2:15 p.m. SCORPT Public Involvement Process Rick Just

2:30 p.m. Volunteer Report for 2003 Kathryn Hampton

New Business

BREAK

3:00 p.m.
3:15 p.m. Public Forum

ACTION ITEMS:

3:45 p.m. Quarterly Financial Report Jane Wright

4:15 p.m. OHV Accident Report and Proposal Chuck Wells

EXECUTIVE SESSION:

4:30 p.m. Executive Session Under authority of Idaho Code 67-2345
Sub-section C an executive session may be held to discuss
personnel, acquisition of private lands, and/or litigation
5:00 p.m. Recess

January 22, 2004

8:20 a.m. JFAC Hearing Capitol Building Room #328

10:30 a.m. Call to order

ACTION ITEMS CONT.

10:35 a.m. Commercial Use Permits Dean Sangrey

10:45 a.m. Board Policy Extra Vehicle Entry Charge Dean Sangrey

11:00 a.m. Board Policy Tax Exempt Vehicle Charge Dean Sangrey

11:15 a.m. Farragut Campground Planning David White

11:45 a.m. Farragut Natural Resource Plans Review David White

LUNCH

12:15 p.m. Shakespeare Festival Event Facility

1:30 p.m. Board Policy Update Rick Cummins

1:45 p.m. Advisory Committee Rule Changes Brian Miller.

2:00 p.m. Replacement of Advisory Committee
Nominees

2:15 p.m. Heyburn Cottage Site Appraisals David White

2:30 p.m. Naming of the Hells Gate Visitor Center David White

2:45 p.m. Jack O'Connor Hunting Heritage Ed. Ctr. David White

BREAK

3:15 p.m.
3:30 p.m. Equipment Lease Agreement Proposal Chuck Wells

3:15 p.m. IDAPA Temporary Permit Rule Change Myron Johnson

3:30 p.m. Attorney General's Report Nick Krema

3:45 p.m. Director's Report Director Collignon

ADJOURNMENT:

- Employee In-Service Training
- Legislative Update
- Update on Lost River Recreation Trailway
- Update on Fuel Study

THE BOARD

MISSION: To promote the general welfare and enhance the quality of life for present and future generations by developing and protecting, where needed, the state's significant natural and cultural heritage. To promote the appropriate use of recreation as a means of enriching society and the wholesome enjoyment of life. To provide a balance between individual rights and what is best for the common good. To educate and lead people to a part of the natural world. To touch the lives of all Idahoans in some positive way. To work with other agencies and groups who are interested in the goals we may have in common. To maintain close contact with constituent concerns and represent their needs to the department. To be visionary in providing policy, direction, and leadership to staff. To advocate adequate funding for the agency's activities.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise, ID January 21-22, 2004

AGENDA ITEM: Park YTD Attendance Revenue Report

ACTION REQUIRED: NO BOARD ACTION REQUIRED

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: Park attendance and camping use has continued a solid pace through the end of the year. With the exception of a few east region parks that experienced declines in attendance figures related to low water conditions and adjustments made to the attendance figures reported at several parks due to improved counting procedures, most park units reported a strong finish to the 2003 season. Statewide comparisons show an 11% increase in attendance over 2002 figures and a 17% increase since 2001. The solid growth in attendance figures is also reflected in the total YTD camper units registered for the period, showing a healthy increase of 11.97%, which is an increase of 5,888 registered camper units over 2002 camping season. The year-end attendance/revenue report spreadsheet will be distributed at the Board meeting.

Efforts continue through the Visitation Review Workgroup to complete an assessment of current methods used by the parks to determine visitor numbers. This detailed review will establish a consistent method of counting attendance throughout the system in 2004. The reporting component of the Department's new Campground Management System will become fully operational in 2004, which will also improve the timeliness of attendance reporting.

ACTION ITEM

STAFF RECOMMENDATIONS: This presentation is for informational purposes only. No Board action is necessary.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
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AGENDA
Idaho Park and Recreation Board Meeting
Boise ID January 21-22, 2004

AGENDA ITEM: **Development Project Status**

ACTION REQUIRED: **NO BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Rick Cummins

PRESENTER: Myron Johnson

PRESENTATION

BACKGROUND INFORMATION: The current progress chart included in each board packet illustrates updated timelines for projects, along with comments as to status of ongoing projects so that they show their current projected start and finish dates. In an effort to provide quarterly updates that are current we have prepared a narrative further gives information about projects that are part of the spreadsheet.

At the last Board meeting we reported that we had undertaken a significant research project at Hells Gate State Park to identify any significant artifacts in the three areas that we will be developing and renovating within the park over the next two years. The firm hired has completed their assessment of the park and has recommended allowing us to proceed with our project sites along the river in the Day Use area and camping loops A and B. The State Historic Preservation Office reviewed the findings and passed them along to the Corps of Engineers (owners of the property). They made their final determination that construction as requested would not affect any historic areas within the areas tested and have given us full approval to proceed.

North Region Projects

- The Farragut campground was discussed at the last Board meeting. A meeting of the management staff from North Region, the Administrator's, Director and Development Bureau Staff was held to move the Site Development of the campground along for another public meeting to be held in early January 2004. A separate presentation will be given on the Farragut planning process.
- Old Mission Visitor's Center renovation is continuing to develop. A contract between the Sacred Encounters Board and one of the original display developers has been recommended.
- Glade Creek Camp Overlook is in development. Development Bureau planner, Jim Tomas, is exploring a National Trails Grant from the NPS.

South Region Projects

- Ponderosa Kokanee Cove design elements are underway. A decision to move forward with a site plan has been activated for the areas within the park that will be affected when the eventual development happens so that we will have a better understanding for all the changes that are anticipated over the next three years.
- The Lake Cascade Marina Preliminary Engineering Study has four applicants who will be reviewed and a finalist selected for the contract. A final product is expected no later than May 14th.
- The HQ – South Region cold storage building construction is in the design phase. The first “look” was acceptable to the department staff. Further plans and specifications are underway and this project is slated to be bid in spring quarter. Currently the only improvements will be on the East side of the current storage building where a new shop and storage building to house the South Region will be built along with expanding the secured parking for agency vehicles. If sufficient funds are remaining at the end of construction, adaptation of one of the current bays in the first storage building will be considered for the MIS supplies and computer storage that they desperately need.

East Region Projects

- Smoky Mountain Campground will start into the design phases in January.
- Castle Rocks foundation plans were approved by DBS and staff is making plans to move the agencies modular home onto the site in the next month or so.
- The tank for water at City of Rocks has been delivered and the parts can be installed as weather and staff time permits.
- Bear Lake Campground Improvements are ready to be bid.
- Harriman Domestic Water System required further work last month. It is repaired and working once again.
- Yankee Fork RV Dump Station is completed and in use.
- Historic Preservation School plans are in the making. Harriman Staff and Development Staff are working hard along with the SHPO to get presenters for speaking nightly at the school. There will be four different speakers per week for five weeks. An update will be presented at the spring board meeting.

ACTION ITEM

STAFF RECOMMENDATIONS: This presentation is for informational purposes only. No Board action is necessary.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise ID January 21-22, 2004

AGENDA ITEM: **Fee Package Implementation Materials and Information Campaign**

ACTION REQUIRED: **NO BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Rick Collignon

PRESENTER: Jennifer Couture

PRESENTATION

BACKGROUND INFORMATION: During the 2003 park season, significant efforts were made to inform park users of the fee changes approved for consideration at the April Board meeting. Input received by park staff during the summer season shaped the final recommendations made at the August Board meeting. Final changes to the 2004 fee structure created the need to produce innovative tools/informative materials that would assist users in the general understanding of the fee changes and the fee payment process. Produced with staff insight and recommendations, a complete fee implementation package has been crafted and is currently being implemented. The package contains several tools, designed for use within park offices and at self-collection sites such as entrance signage, self-collection station payment instructions, fee calculation charts, re-designed fee collection envelopes, park specific site maps and a complete six month informational campaign. The campaign will synthesize regular news releases, posters, advertisements, direct mail reminders, website additions, and reservation system coordination designed to make the transition process as smooth as possible for both our users and staff.

Parks will be surveyed in June or July to sample the effectiveness of the fee implementation package in order to establish a baseline for improvement.

A thorough measurement of the materials and campaign efficiency will take place in fall, 2004.

ACTION ITEM

STAFF RECOMMENDATIONS: This presentation is for informational purposes only. No Board action is necessary.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
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AGENDA

Idaho Park and Recreation Board Meeting Boise ID January 21-22, 2004,

AGENDA ITEM: **SCORTP Public Involvement Meetings**

ACTION REQUIRED: **NO BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Director Collignon

PRESENTER: Rick Just

PRESENTATION

BACKGROUND INFORMATION: The Outdoor Recreation Data Center is about to embark on a statewide information gathering effort as a part of the next Statewide Comprehensive Outdoor Recreation and Tourism Plan (SCORTP). The presentation will provide a timeline, outline Board and staff participation, and present project goals. As research is a key element of this effort, Rick Just will introduce IDPR's new human dimensions researcher to the Idaho Park and Recreation Board.

ACTION ITEM

STAFF RECOMMENDATIONS: This presentation is for informational purposes only. No Board action is necessary.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY NO ACTION REQUIRED

Idaho Park and Recreation Board Meeting
Boise ID January 21-22, 2004

AGENDA ITEM: **Fiscal Year 2004
First Half Financial Statements**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Rick Cummins

PRESENTER: Jane Wright

PRESENTATION

BACKGROUND INFORMATION: The agency's 2004 Financial Statements as of December 31, 2004 will be mailed under separate cover prior to the January Board meeting.

Because of year-end close dates set by the State Controller's Office, the data needed to compile the financial statements is not available in time to mail with the standard Board packet. A review and summary of the financial statements will be provided during the Board meeting.

ACTION ITEM

STAFF RECOMMENDATIONS:

The Board action recommended will be included in the Financial Statements when mailed.

☐ IDAPA RULE

☐ IDAPA FEE RULE

☐ BOARD POLICY

☒ INFO ONLY NO ACTION REQUIRED

Idaho Park and Recreation Board Meeting

Boise ID January 21-22, 2004

AGENDA ITEM: OHV Accident Report and Requirements

ACTION REQUIRED: (NO) BOARD ACTION REQUIRED

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Chuck Wells and Rick Just

PRESENTATION

BACKGROUND INFORMATION: Due to the increasing amount of Off-Highway Vehicle (OHV) accidents in Idaho and nationwide, our department has been gathering information from accidents in Idaho for the last year. During this same time, information has been gathered from surrounding states regarding their respective requirements for OHV use on public lands, to see what our department needs might be, and to identify ways to mitigate some of those accidents.

ATV Fatalities In Idaho Are In Line With National Statistics, But They Are Three Times Higher Per 100,000 Vehicles Than For Boats, And Five Times Higher Than For Snowmobiles

The popularity of all terrain vehicles (ATVs) has increased dramatically in recent years. With that increase in popularity, it follows that there will also be an increase in the number of injuries and fatalities associated with their use. The Consumer Product Safety Commission estimated the risk of death was 12 per 100,000 ATVs in 2002, based on national fatality statistics. In Idaho, the number of fatalities per 100,000 ATVs and motorbikes combined was 11. Although near the national average for ATVs, fatalities are still much higher for these vehicles than for snowmobiles or boats.

Are ATVs inherently more dangerous than other vehicles used in recreation? Particularly, why are we seeing so many more ATV deaths than motorbike deaths? The vehicles are similar in most aspects. The differences, though are deceiving. An ATV usually has four wheels. It stands up all by itself. Riders do not need any balancing skills to ride one, so there is a perception that they are more stable. Also, one needs a special license for the road equivalent of a motorbike, so people may assume that there is a higher degree of skill required to ride one. All true, but the inherent instability of a motorbike may serve as a warning to inexperienced riders. Conversely, the perceived stability of an ATV may lure inexperienced riders and lull the parents of young riders. Yet, 11 of the 12 fatalities recorded in Idaho in 2003 were rollovers.

1/12/2004 7:25 AM

Motorbikes have been around decades longer than ATVs, so the hazards they present are well known. As a result, motorbike riders have a long tradition of wearing protective gear, especially helmets. Motorbike competitions have promoted safety for decades. Racers make wearing helmets cool. This tradition has yet to catch up with ATVs. Anecdotal evidence seems to suggest that ATV riders go without helmets much more often than motorbike riders.

Size plays an important role in ATV safety. A six-year-old would find it impossible to ride a full-sized motorbike. Their legs would not reach the ground. The same six-year-old can probably operate an ATV, though allowing a child to do so is unthinkable. Or should be. Unfortunately, many of those who ride full-size ATVs are under 16 years of age. The industry cautions that full-size machines should not be ridden by youngsters, but those warnings often go unheeded.

All recreational activities come with a certain amount of risk. Recognizing that risk is the first step in preventing tragedy. Probably the biggest success story in risk reduction belongs to boating. A well-funded, ongoing program of education and enforcement has resulted in a dramatic reduction in boating fatalities over the years. Recreational boating fatalities have gone down from a 1,418 nationally in 1970, to 681 in 2001, according to the National Transportation Safety Board. At the same time, recreational boating registrations increased from 5 million to more than 12 million.

What kind of effort would be needed to bring a similar reduction in ATV fatalities? To help determine that, IDPR's Outdoor Recreation Data Center began compiling data on outdoor recreation fatalities in 2003. Some comparisons are listed in the following chart.

Idaho Outdoor Recreation Fatalities						
VEHICLE TYPE	1999	2000	2001	2002	2003	Fatalities per 100,000 vehicles (2003)
OHVs	4	4	7	5 ^a	12 ^a	11 ^b
Snowmobiles	3	-	4	4	1	2
Boats (includes rafts)	13	10	9	2	8	3.5 ^c

a. All OHV fatalities in 2002 and 2003 were ATV riders

b. The count of OHVs for this figure included all titled ATVs and all registered motorbikes, 109,018. Title data for motorbikes, which was not used, is highly unreliable because it includes road bikes. Title data for ATVs is more reliable, but does include machines that are no longer in operation.

c. Includes an estimated 150,000 non-registered, human-powered watercraft

Fatalities occurred in other outdoor recreation categories, including cross-country skiing, RV camping, BASE jumping and climbing. They were not included in this chart because they were few (usually no more than 1 per year) and have not historically been compiled. The Outdoor Recreation Data Center began to compile those figures in 2003.

Sources: Idaho Department of Health and Welfare, Bureau of Health Policy and Vital Statistics; Idaho Department of Parks and Recreation, Outdoor Recreation Data Center

2003 Factors in ATV Fatalities										
Date	Cause	County	Age	Gender	# on ATV	Helmet	State	Where	Alcohol	Contributing
4/12/03	Rollover	Fremont	30	M	1	Yes	Utah	St. Anthony Dunes	No	Unfamiliar with terrain
4/27/03	Rollover and crush	Kootenai	7	M	2, victim was passenger	Yes	Idaho	Dirt road, private, open to public	Yes	child in front of driver, driver lost control. Inattention, speed
5/9/03	Struck barbed wire fence	Madison	25	F	1	No	Idaho	Dirt road, private	No	Inattention
5/26/03	Went over cliff	Fremont	22	M	1	No	Idaho	St. Anthony Dunes	No	Unfamiliar with terrain
6/19/03	Missed curve, rollover, struck tree	Clearwater	40	M	1	No	Wash.	City or county rd, dirt	Yes	Speed, rain
7/23/03	Rollover into creek, struck head on rock	Bingham	19	M	1	No	Idaho	County rd, dirt	Yes	Night
7/25/03	Rollover on steep terrain, hit head on rock	Fremont	24	M	1	No	Florida	St. Anthony Dunes	No	Unfamiliar with terrain
8/26/03	Three-year-old passenger fatality, no helmet, head injuries	Valley	3	M	2, victim was passenger	No	Idaho	FS road	?	Inattention
8/31/03	Drove over cliff..	Bonner	47	M	1	No	Idaho	County rd, paved	No	Speed, equipment failure, dusk
9/1/03	Rolled trying to avoid posts blocking motorized entrance to Hiawatha Trail.	Shoshone	47	M	2, victim was driver	No	Idaho	FS trail	Yes	Speed, inattention, alcohol, dark (10:30 pm)
10/11/03	Hat blew off, braked hard to retrieve it and flipped.	Valley	51	M	1	No	Idaho	FS gravel road	Yes	Inattention, alcohol
11/8/03	Head injuries	Twin Falls	38	M	1	No	Idaho	County rd, paved	?	Inattention, night time

Of the 12 fatalities in 2003, 10 involved riders who were not wearing helmets, 11 were rollovers, 5 involved alcohol and 2 victims were under 16 yrs. old. Both fatalities under 16 were passengers, one of which was wearing a helmet. 3 occurred at St. Anthony Sand Dunes, 2 on private roads, 6 on public roads, and 1 on a public trail.

1/12/2004 7:25 AM

State	Sticker	Age Requirements	Helmet	State Sanctioned Safety Course Required
Idaho	YES	NO	NO	NO
Montana	YES	12	NO	Yes, if they don't have a drivers license
Nevada	NO	NO	NO	NO
Oregon	YES	7	YES if under 18	YES
Utah	YES	8	YES if under 18	Yes, if they don't have a drivers license
Washington	YES	NO	NO	NO
Wyoming	YES	NO	NO	NO

A look at our surrounding states shows that we are somewhere in the middle regarding restrictive OHV regulations. This information is specific to off-road use. Use of OHVs on roads differs significantly.

- Of the six surrounding states, only one--Nevada, does not require some type of registration for off-highway use.
- Of the six surrounding states, half--Oregon, Utah, and Montana have age restrictions for OHVs. The age restrictions for those three states are 7, 8, and 12 respectively.
- Of the six surrounding states, only two--Oregon and Utah, require helmets for off-road use. Both of these states require helmets only for those under the age of 18.
- Of the six surrounding states, half--Oregon, Utah, and Montana, offer state-sanctioned education courses.

Some of the surrounding states have other noteworthy specific requirements when utilizing OHVs on public lands.

- No helmet law in Montana—The exception is individuals under the age of 16 riding on roads must wear a helmet.
- In Montana, individuals riding on public roads are required to have an OHV endorsement on their driver's license. The motorcycle endorsement will suffice for a "Dirt Bike" and "ATV", but a 4-wheeler endorsement will not suffice for dirt bikes.
- In Montana, riding with two passengers on an OHV, which is not designed for carrying two passengers, is not legal.
- In Utah, riders cannot ride on USFS or county roads unless they are designated as OHV trails.
- In Oregon, ATV riders under the age of 18 may operate a vehicle without a permit if they are accompanied by someone over the age of 18 who does have a permit or a valid driver's license.

ACTION ITEM

STAFF RECOMMENDATIONS: Based on information gathered it appears that the Department should move immediately forward with the implementation of the OHV component of the new Outdoor Education Program. Staff is also proposing to conduct a series of statewide public input and focus group meetings to gather input on possible OHV operating regulations to be brought back to the Board for consideration at the spring meeting. If the Board supports this action, staff will immediately prepare draft rules addressing the following requirements: Minimum age, Helmet requirements for operators and passengers under 18, a reduction in noise limitations, a requirement for all registered OHVs to operate on roads, trails or areas designated for OHV use, a three-strikes regulation whereby the Dept. would pull the OHV registration for one year for any OHV involved in three OHV violations and assess public support for a mandatory education program for OHV operators.

☐ IDAPA RULE ☐ IDAPA FEE **BOARD ACTION REQUIRED**
BOARD POLICY ☒ **INFO ONLY, NO ACTION REQUIRED**

AGENDA

Idaho Park and Recreation Board Meeting

Boise ID January 21-22, 2004

AGENDA ITEM: **Commercial Use Permit**

ACTION REQUIRED: **(NO) BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: We have continued with efforts to further analyze the status of commercial outfitter operations that are both currently permitted and authorized to operate in our parks, and those that are providing services within lands owned or managed by the Department to clients without approval from the Board. At the Board meeting in November we shared with the Board that our survey had revealed that a total of 13 commercial operations were operating primarily within Harriman, Hells Gate and Priest Lake State Parks without authorization.

The Department currently has no agreements in place with any agency including the USFS, BLM or Idaho Outfitters and Guides Association that address or authorize this commercial use through the fees currently paid by licensed outfitters and guides to these organizations. IDAPA 26.01.20.650 clearly prohibits the unauthorized operation of any concession, business or enterprise within lands administered by the Department. Board Policy LEG 1:98 - *Concession Leases in State Parks*, clearly specifies that, with the exception of Small Concessions which may be approved by the Director, all concession operations be advertised through a competitive process and the successful bid evaluated and awarded by the Board based on the best combination of service to the public and return to the Department.

STAFF RECOMMENDATIONS: Based on the results of our 2003 survey, staff recommends that all unauthorized licensed outfitters and guides that responded to our survey be issued a one year permit by the Director under the Board Policy provisions for a Small Concession. The fee for these permits will be 3% of the maximum gross allowed by the Board under this provision. 3% of gross revenue is the same fee charged by the USFS and BLM for outfitting activities that occur on federal lands. Based on Policy revisions being recommended for consideration by the Board at this meeting, this fee would be set at \$300.00. A reporting component will be required with the permit to track and document the extent of this commercial activity in 2004 and a recommendation will be brought back to the Board this summer for an RFP process that reflects Board Policy requirement.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
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AGENDA

Idaho Park and Recreation Board Meeting

Boise ID January 21-22, 2004

AGENDA ITEM: **Board Policy Adjustment – Extra Vehicle Charge**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: While preparing for implementation of the new rules dealing with fee increases including the discontinuation of the exemption for the motor vehicle entry fee requirement for campers, the staff identified an issue that warrants immediate Board action. It became apparent that the new MVEF requirement for all vehicles entering a park accomplished the same incentive as the \$5.00 extra vehicle charge that had been charged campers in an effort to discourage bringing additional vehicles into the park.

With this in mind, if the original intent for implementing an extra vehicle fee was to provide an incentive for helping address vehicle management within the park, then charging the MVEF and eliminating the extra vehicle fee would seem appropriate.

Elimination of this fee will require amending IDAPA 250.01 to remove the extra vehicle fee from the Campsite Fee Table. This is a lengthy and expensive process and would also delay implementation of the adjustment until well into FY 05.

As an alternative, the same result could be accomplished by having the Board adjust its Board Approved Fee Schedule to reduce the Extra Vehicle Fee to zero (0). At a later date, if deemed appropriate, a formal amendment of IDAPA could be pursued.

BOARD POLICY FEE TABLES

IDAPA **STATEWIDE FEES** **IDAPA** **April**
29
2003

Chapter 20

250.01 Campsites

<u>Campsite Fee</u>	<u>Approved Maximum Fee</u>	<u>Approved Fee</u>
Primitive Campsite	\$7.00/day	\$7.00/day
Basic Campsite	\$9.00/day	\$9.00/day
Developed Campsite	\$12.00/day	\$12.00/day
Deluxe Campsite	\$22.00/day	\$22.00/day
Electric-Hook-Ups at Site	Add'l \$4.00/day	Add'l \$4.00/day
Sewer Hook-Ups at Site	Add'l \$2.00/day	Add'l \$2.00/day
Use of Campground Showers by Non Campers	\$3.00/person	\$3.00/person
Camping Fee Includes MVEF		
Limited Income Discount	\$4.00/day	\$4.00/day
Resident Disabled Idaho Veterans Fee Waiver	Waived	Waived
Extra Vehicle Charge	\$5.00/day	\$5.00/day \$0.00/day

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends that the Board approve a modification of the Board Approved Fee Schedule to reduce the \$5.00 Extra Vehicle Entry Fee to zero (0).

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
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AGENDA
Idaho Park and Recreation Board Meeting
Boise ID January 21-22, 2004

AGENDA ITEM: **Board Policy Adjustment – Tax Exempt Vehicles**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: While preparing for implementation of the new rules dealing with fee increases including the increase of the commercial motor coach charge from \$20.00 to \$25.00, staff identified an issue concerning the fee requirements for government or other tax exempt busses that are used frequently to transport students or other government employees to our parks. Currently the owners of all motor vehicles are required to purchase and display a valid MVEF before entering a park unit.

Many school groups that visit state parks travel by either a school bus or other conveyance that is either owned by a governmental entity or operating under contract to provide the transportation. In most cases, these vehicles are registered, as tax-exempt vehicles. As such, we feel they should be considered exempt from the existing MVEF or charge for commercial motor coaches.

This can be accomplished by amending IDAPA 250.03 to remove the requirement for these fees when we're dealing with a tax exempt vehicle. Amending the rule is a lengthy and expensive process and would also delay implementation of the adjustment until well into '05.

As an alternative, the same result could be accomplished by having the Board adjust the Board Approved Fee Schedule to reduce the MVEF for vehicles displaying tax-exempt license plates or operating under contract with a public agency eligible for tax-exempt license plates to zero (0). At a later date, if deemed appropriate, a formal amendment of IDAPA could be pursued.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends that the Board approve a modification of the Board Approved Fee Schedule to reduce the MVEF to zero (0) for vehicles displaying tax-exempt license plates or operating under contract with a public agency eligible for tax-exempt license plates.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise ID January 21-22, 2004

AGENDA ITEM: **Farragut Campground Proposal**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: David White

PRESENTATION

BACKGROUND INFORMATION: Farragut State Park is classified by Board policy as a “Recreation Park” and has evolved into a regional hub for recreational opportunities in northern Idaho. One of most popular recreational opportunities inside the park, is camping. Camping at Farragut has been a high priority by both the department and its constituents for many years as is indicated in the 1972 General Development Plan which recommended that 1,140 campsites including sites for individual campers, groups, and tent campsites.

Farragut currently has a total of 185 campsites. This is made up of 4 sites for volunteers, 103 individual campsites of which 44 have electric and water services and 78 electrical sites that were recently upgraded and designed for group use at the Kestrel/ Nighthawk/ Redtail (K/N/R) group campground. Although these sites are made available to individual campers on an availability basis, they receive very heavy use from organized groups and are only infrequently available for individual reservations.

This leaves 44 campsites available in the entire park that has both electrical service and a restroom/shower facility located in the campground. Of the 44 sites that meet our definition for a developed campsite, only 21 of the campsites are 60’ long or greater. Our campground surveys indicated that 78% of all RVs currently being using our parks are 21’ in length and over, 48% are over 26’ in length and 17% are over 31’. Our engineering staff believe that we need to be designing and building campsites that are long enough to accommodate a majority of the units currently being registered rather than compromising our potential occupancy rates with shorter campsites. They feel that the cost of constructing longer campsites is minimal as long as it is planned for in initial campground road designs and layout. Their recommendation is that we build all campsites 60’ or longer.

Since 1998 Farragut's camping use has grown dramatically. The total number of campers has increased 25% from 50,125 to 62,910 with the number of camping units increasing from 12,267 to 17,199, a 40% increase. In conjunction with this, camping itself has changed as well. Recent statewide camping statistics show that the number of people utilizing tents has dropped from 39% in 1999 to 34% in 2001 (15% decrease). Also, between 1993 and 2002, the total number of RV units registered in the five northern Idaho counties increased from 12,246 to 15,124, a 23% increase and an average of 288 RV's per year.

This increase is reflected in this past summer's use of Farragut's Snowberry Campground, the only campground used solely for individual campsite use with electrical service and a restroom facility. The occupancy rate for July and August, the prime camping season, was 90.6%. The campground was totally booked 16 of those nights, basically on the weekends when the highest demand occurs. This results in many campers being turned away at the registration center, requiring them to recreate in other areas, or not utilizing their RV's at all.

Campers also express a high desire for other features including shade, quality views, access to park opportunities, pedestrian trails and interpretive programming. K/N/R is located on the flat with limited shade and views of the surrounding mountains. Snowberry is located in a dense "forest type" area with limited views. Farragut has an extensive trail and road system. However, Whitetail, the park's non-hookup campground, is the only campground closely tied to the trail system. The extensive road system impacts park management and user experience and accessibility suggesting the need to evaluate it as the park evolves. The park's only program area is located below Whitetail with limited access by the other campgrounds.

In addition to campsites the park needs to improve the following amenities and opportunities.

- The park's dump station is currently congested during peak periods and an additional dump facility would help ensure that RV are being properly dumped.
- Farragut also provides a quality, unique recreational experience through its disc golf course. The park would like to expand this opportunity to a 54 hole complex through any further development enabling additional use and providing for tournaments.
- The park recently added camper cabins as an additional camping experience and they have been extremely successful to date; hence, additional cabins and yurts would expand and enhance opportunities for groups interested in these facilities.
- Demand on day-use facilities is high, primarily group picnic sites, so the park needs to expand day-use facilities.

To meet the growing need for additional quality, electrical campsites and associated amenities at Farragut, staff has identified three potential campground sites with related and interconnected opportunity and access options.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff requests board approval of the following:

- One of the three campground locations for development
- Enhanced road and trail access
- New program area
- New dump station
- Expanded disc golf opportunities
- Additional cabins/yurts
- Enhanced day-use facilities

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise ID January 21-22, 2004

AGENDA ITEM: **Farragut Natural Resource Management**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: David White

PRESENTATION

BACKGROUND INFORMATION: The U of I completed the Farragut State Park Natural Resource Plan (FNRP) and GIS Data Base in February 2001. The Board approved the plan in April 2002. The Board received FNRP's Citizen Advisory Committee's (CAC) recommendations at the October 2003 Board meeting. Park staff has begun evaluating these recommendations in comparison to the FNRP's prescriptions and Idaho Fish and Game's (IDFG) Farragut Long Range Management Plan.

Staff has determined that there is agreement between the FNRP, IDFG, and the CAC recommendations for the following prescriptions:

- Thinning of tree species to promote healthy growth and Ponderosa Pine restoration. These actions would be done in the areas as outlined in the FNRP above the CAC's designated "lakeshore area", and include the US Naval Training Center camp circles, most of the area where the disc golf course is now located and the area north and west of the Flyers field.
- Reduction of ladder fuel near activity areas and non-motorized trails. Staff will begin to address this need by testing various methods of mechanical mulching the undesirable materials before moving forward with the use of prescribed fire as recommended by the CAC.
- Selective harvesting to promote Ponderosa Pine or White Pine restoration in the FNRP's designated area of mixed conifer associated with Lodgepole Pine community type above the CAC's designated "lakeshore area". The targeted area includes the area surrounding the Visitor Center and lying north of South Road between Kestrel/Nighthawk/Redtail campgrounds and the Visitor Center.

- Planting of Ponderosa Pine seedlings in areas where recruitment has been shaded out and stocking is sparse. Areas will be prioritized by need and expected survival rate concentrating on open areas designated for Ponderosa Pine restoration.
- Planting of blister rust resistant White Pine Seedlings in newly opened areas and where stocking is sparse, and in existing canopy openings within the identified habitat areas.

Initiating these prescriptions is a good first step in implementing the FNRP and beginning the process of reclaiming historical timber species and reducing overall fuel load and fire hazard. Staff will form a small working group made up of a representative from IDPR, IDFG and the CAC for management to continue to coordinate resource management activities.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends approval of these initial steps in implementing the Farragut State Park Natural Resource Management Plan to enhance the park's natural resources.

☐ IDAPA RULE ☐ IDAPA FEE **X BOARD ACTION REQUIRED**
X ☒ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise ID January 21 -22, 2004

AGENDA ITEM: Board Policy Manual Review

ACTION REQUIRED: BOARD ACTION REQUESTED

DIVISION ADMINISTRATOR: Rick Cummins

PRESENTER: Rick Cummins

PRESENTATION

BACKGROUND INFORMATION: Board Policy ADM3:75 states that policies are to be reviewed amended or ratified at the fall board meeting during odd numbered years, or upon majority vote of the board members during interim.

Policy staff started the initial review of all policies this past July. We published the policies in their entirety in the August 4, 2003 Board Agenda. With this initial review staff has found many areas where either reorganization or business rules will require some modification to the policies as written.

Staff recommended the project be broken down into segments over three Board meetings. This is to allow for proper time and discussion for each of the sections. At this meeting the staff was to be presenting the sections Legal /Legislative (LEG), and Personnel (PER) for your review. Because of ongoing work with the POST academy and our rules compliance committee staff ask for more review of the Legal section. The Spring Board meeting will review the final four sections, Legal/Legislative (LEG), Operations (OPE), Development/Planning/Acquisition (DEV), and State/Federal Aid (SFA)

ACTION ITEM

STAFF RECOMMENDATIONS: The Board adopts staff's recommended changes to Idaho Parks and Recreation Board Policies Manual for the Personnel section.

PER. 1:91 EMPLOYEE TRAINING – It is the desire of the Idaho Park and Recreation Board that employees be permitted and encouraged to attend training sessions and conferences that will benefit the department and the employee. Training sessions may be instigated and conducted by the department and/or tuition, travel, and per diem may be paid by the department to attend training sessions and conferences. Approval of the director or designee must be obtained prior to attendance.

PER 2:01 BOARD MEMBER ORIENTATION/TRAINING/EDUCATION

I. General:

- A. It is the responsibility of the members of the Idaho Park and Recreation Board to remain up-to-date on pertinent parks and outdoor recreation management initiatives and concerns. This may be accomplished, in part, through participating in in-state and/or out-of-state training sessions, conferences, or seminars.
- B. Board members should consult with the chairman of the board prior to making arrangements to attend a training session and with the director to ensure that funds are available to support participation in training activities.
- C. In order to focus attention upon the Board's training needs, the chairperson will appoint one member of the board to be a training coordinator. The term of the board training coordinator shall coincide with the term of the chair. The training coordinator will solicit training needs from board members and work with the chairperson and director in assuring those needs are met. This will include identifying topics the board would like to see addressed by staff during informal working sessions, or guest presenters invited to speak to the board on issues of concern or interest to the board. The training coordinator will have primary responsibility for identifying training opportunities for board members and bringing them to the attention of appropriate board members. The director and other board members will endeavor to inform the training coordinator of training opportunities.
- D. It will be the board member's responsibility to coordinate and share the information gained during the training session with other board members, the director, and appropriate staff. This may be accomplished through written communication or through a specifically scheduled work session of the board.

II. Orientation of New Board Members:

- A. Orientation of new board members will be initiated by providing each new member with the *BOARD OF DIRECTORS' MANUAL*, which includes basic information in the following areas:

1. **Legal Provisions**

List of current board members/map of districts they represent
Enabling legislation
Program legislation affecting this agency
IDAPA rules and regulations

2. **Operating Procedures**

Rules of Order (how the Board operates during meetings)
State/Department Travel policies and procedures
State Park Classification system adopted by the Board in 1973, and revised in 1999.
Procedures for Identifying and Evaluating New Areas

3. **Departmental Organization**

History of the agency
History/explanation of each bureau's goals and its respective program goals
Organizational structure
Names and positions of staff
Current staffing level (full time and seasonal employees)
Description and status of facilities and park areas

4. **Fiscal Management**

Financial structure and budget development
Current fiscal year budget
Description of funding sources

5. **Goals and Plans**

Boards goals
Strategic Plan
Brief description of each of the current plans (master plans, SCORP, etc.)

- B. Information in the *BOARD OF DIRECTORS' MANUAL* will be periodically updated as the need arises. It is the responsibility of the director to ensure that information in the *BOARD OF DIRECTORS' MANUAL* is current.
- C. In addition to the *BOARD OF DIRECTORS' MANUAL*, new board members will be provided with an in-person orientation by appropriate staff at the earliest convenience of all parties.
- D. Inspection tours to see parks and program facilities are usually scheduled in conjunction with out-of-town board meetings. Two of the four quarterly board meetings are normally out-of-town board meetings.

- E. The director ~~and/or deputy director~~ will be responsible for arranging on-site tours or meetings at state parks and recreation areas. These tours or meetings may entail guided tours or meetings with park staff or local sponsors of various grant projects.

III. **Association Membership** – The following meetings and/or conferences would be particularly beneficial to all board members:

- A. **Idaho Recreation and Park Association (IRPA):** Membership in IRPA includes individuals from various park and recreation disciplines, including county, city, state, and federal government, equipment vendors, and some private suppliers of tourism-related services and facilities.

~~Membership dues are paid by the Department. An annual conference is held in conjunction with the Governor's Conference on Recreation and Tourism. Notification of the conference will be sent to board members well in advance of the event.~~

- B. **National Park and Recreation Association (NRPA):** ~~Membership in NRPA is paid by the Department.~~ Board members are members of the Commissioner-Board member (C-BM) branch of NRPA. The *Parks and Recreation Magazine* is a publication sent to each board member on a monthly basis as a member of NRPA. The NRPA Congress is held annually throughout the nation; the agenda and other pertinent information will be published in *Parks and Recreation Magazine* well in advance of the Congress.

- C. **Governor's Conference on Recreation and Tourism (GCORT):** This conference is jointly sponsored by the Idaho Department of Parks and Recreation, the Department of Commerce (Tourism Division), and the IRPA. The programs and participants represent all private and public sector tourism issues. Notice of this Conference will be sent to board members well in advance of the Conference.

- D. **Idaho Parks and Recreation Department Annual Conference:** An IDPR Annual Conference is held each year in Boise. Board members are encouraged to attend any or all of the IDPR Annual Conference. The Department's Annual Awards banquet is an evening function held on one of the Conference dates. Notification will be sent to the board members well in advance of the IDPR Conference.

Board members are encouraged to suggest particular topics they would like to see covered that would be beneficial to staff and board members.

PER. 3:98 EMPLOYEE LAW ENFORCEMENT TRAINING – Park managers, assistant managers, and selected rangers shall attend the ~~Law Enforcement Academy~~ Training Academy sponsored by ~~the Department of Law Enforcement and the~~ Idaho Department of Parks and Recreation as often as deemed necessary by the director.

Upon graduation from the academy, they may be ~~deputized~~ commissioned by the director ~~of the Department of Law Enforcement w~~ with the authority to issue citations within state parks, ~~or land owned or managed by the Department. and with the approval of the respective sheriffs, other department administered programs, such as: Park 'N' Ski areas, snowmobile projects, and other program related project areas outside state park boundaries.~~ State Park employees are not policemen and shall not carry firearms on their person or in state vehicles for the purpose of enforcement of rules and regulations.

PER. 4:91 EMPLOYEE HOUSING WITHIN STATE PARKS – Where appropriate housing is provided for a park manager within a park, ~~he or she should~~ The park manager, or designee, shall live in that house, and shall respond when requested in case of emergencies within ~~his or her~~ the assigned park.

By living, it is meant that the house shall be his or her permanent residence and mailing address. Any exception to this policy must be in writing from the director.

When additional housing is made available within a park, the priority for that housing shall be determined ~~park by park, based on need~~ by the Region Manager in conjunction with the Operations Administrator.

Managers or employees living in state parks ~~for the benefit of those parks~~ who are specifically designated as the primary respondent for emergency situations will have an adjusted rental fee, ~~recognizing the inconvenience of always being on call, and living in the "public eye."~~ This is to recognize the inconvenience of being available to the public when at home during non-work hours. Other park personnel will be charged a rental fee priced low, but competitive with similar housing outside the park.

Those employees using trailer space shall be charged a rental fee priced low, but competitive with privately owned trailer space. Trailers shall be allowed in the parks only when an appropriate housing site is unavailable. In all cases, the employee will be required to pay or reimburse the department for applicable utilities.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise, ID January 21-22

AGENDA ITEM: Proposed Advisory Committee Changes

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Rick Cummins

PRESENTER: Brian Miller

PRESENTATION

BACKGROUND INFORMATION: The Department currently has 7 Advisory Committees associated with the various grant programs. The Recreational Vehicle Program, Off Road Motor Vehicle Fund, Recreational Trails Program, Waterways Improvement Fund, and Land and Water Conservation Fund committees are currently active, and rate projects using Department adopted criteria. The State Trust for Outdoor Recreation Enhancement Committee is not active at this time, due to the dormancy of that program. The Motor Bike Program Committee is organized as a sub-committee of the Off Road Vehicle Committee.

As different people organized these committees at different times with differing program needs, there are many inconsistencies between the committees. A table comparing the committees is included with this report. The major differences between the committees are related to compensation (some committee receive honoraria, some do not), the appointment of alternate committee members, length of term, and appointing authority.

Staff and the Board have recently expressed a desire to standardize the committees' make up and operation. Staff recently met to try to better understand the differences between the committees and to formulate a plan to achieve some level of standardization. Any change that is adopted would require a change in *Idaho Code*, IDAPA Rule, or Board Policy, or a combination thereof.

At the last Board meeting, the Board asked how alternate committee members for the RTP and ORMV Committees could become more involved in the committee process. As a result, in 2004 alternates for these two committees will be sent all grant applications for their respective programs. In addition to this, the alternates will be invited to the grant rating sessions, to be active participants in the evaluation discussions. The alternates will be asked to participate, however their primary counterpart will do the actual rating.

PRESENTATION In order to proceed with the standardization of the advisory committees, staff is asking for Board approval to proceed in making changes in the four different areas listed below. Staff will bring back to the Board all IDAPA Rules and Idaho Code changes for formal action starting with the spring meeting.

1. **Committee Compensation.** Currently members of the RV and WIF Committees are compensated at \$25 per day, plus expenses. This is established by statute. Also by statute, members of the ORMV Committee receive only expenses. By Board instruction, the RTP Committee receives reimbursement for expenses. Currently LWCF and STORE Committee members do not receive honoraria. To compensate all evenly would require a change in legislation for the ORMV and LWCF Programs, and possibly a legislative change for the STORE Program. The change in this area to the RTP Program could be handled by Board Policy or by IDAPA Rule.

Staff Recommends: That all Committee members receive honoraria of \$25 per day, in addition to expenses, when involved in committee business.

2. **Alternate Committee Members.** The ORMV and RTP Committees currently have primary and alternate members for each of the positions. This is set by Board Policy in the ORMV Program and by Board instruction in the RTP Program. None of the other committees utilize alternates for their positions. Staff recommends a discontinuation of the practice of employing alternates for the RTP and ORMV Committees. This could be done over time, so the impact is not felt on current alternate members. This would require a change of Board Policy for the ORMV Committee and an implementation of Board policy for the RTP Committee.

Staff Recommends: The Board discontinue the practice of employing alternates for the RTP and ORMV Committees. All Alternate positions to be phased out over the next three years.

3. **Length of Term.** The length of term for the various committees currently varies from three years to six years, depending on the program. Staff recommends a term of four years for all programs. This would require a change in *Idaho Code* for the Waterways Improvement Fund (3 years) the Recreational Vehicle Program (6 years, concurrent with the Board) and STORE (3 years). The LWCF Committee, by IDAPA rule, serves for three funding cycles. This rule would have to be changed to adopt the proposed four-year term.

Staff Recommends: The Board direct staff to implement policy, IDAPA Rule, or Idaho Code changes as necessary to develop uniformity to Advisory Committee appointments.

- 4. Appointing Authority.** *Idaho Code* states that the Director shall appoint members of the Waterways Improvement Committee. This is contradicted by IDAPA rule, which says that the Board does these appointments. IDAPA rule also states that members of the LWCF Committee shall be appointed by the State Liaison Officer (i.e. Director).

Staff recommends: The Board direct staff to prepare the necessary changes to Idaho Code and IDAPA Rules to uniformly allow the Board to appoint Advisory Committee members.

Staff also discussed the standardization of appointment dates for all of the committee members, has not made a recommendation at this time. Staff would ask for direction of the Board on this matter.

Advisory Committee Comparison Summary

Question: Where should make-up (appointing authority, compensation, alternate members, composition, number) reside?

Goal #1: Compensate all members alike (\$25/day).

Actions:

- RV – none
- WIF – none
- ORMV – minor (one letter) code change
- RTP – enact legislation
- Motorbike – (see ORMV)
- STORE – code change
- LWCF – rule change

Goal #2: Eliminate alternates.

Actions:

- ORMV – code change
- Motorbike - (see ORMV)
- RTP – enact legislation or rule

Goal #3: Standardize terms to coincide with Board (6 years)

Actions:

- RV – none
- WIF – code change
- ORMV – code change
- RTP – enact legislation
- Motorbike – (see ORMV)
- STORE – code change
- LWCF – rule change

Goal #4: Standardize appointing authority to Board.

Actions:

- WIF – code change
- STORE – code change
- LWCF – rule change

Goal #5: Standardize composition of committees by region, not user groups/interest.

Actions:

- ORMV – code change
- RTP – enact legislation or rule
- Motorbike – (see ORMV) – would probably eliminate
- STORE – code change
- LWCF – rule change

Goal #6: Standardize appointment date.

Actions:

RV – none if July 1

All Others – Board policy

Inconsistencies in Advisory Committees

1. Length of term (6-4-3)
2. Appointing authority (Board, Director)
3. Appointment date (Various)
4. Alternate vs. no alternate
5. Composition (Regional, institutional, interest)
6. Number of members (6-9-10)
7. Compensation (expenses, expenses only for non-state employees, expenses + \$25/day)

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- RTP – enact legislation or rule
- Motorbike – (see ORMV) – would probably eliminate
- STORE – code change
- LWCF – rule change

Goal #6: Standardize appointment date.

Actions:

- RV – none if July 1
- All Others – Board policy

Inconsistencies in Advisory Committees

1. Length of term (6-4-3)
2. Appointing authority (Board, Director)
3. Appointment date (Various)
4. Alternate vs. no alternate
5. Composition (Regional, institutional, interest)
6. Number of members (6-9-10)
7. Compensation (expenses, expenses only for non-state employees, expenses + \$25/day)

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☒ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise ID January 21-22, 2004

AGENDA ITEM: **Advisory Committee Replacements**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Chuck Wells

PRESENTATION

BACKGROUND INFORMATION: At the November 6, 2003 Board meeting, all of the Advisory Committee vacancies were filled by board appointments, but since that time Brent Bell, the equestrian representative on the Recreation Trails Program, has passed away and the Snowmobile Representative for Regions 3-4 is ineligible to be the Snowmobile Representative on the ORMV Committee since he no longer owns a snowmobile.

ACTION ITEM

STAFF RECOMMENDATIONS:

1. At this time, Staff recommends that the Board appoint an Equestrian Representative to the R.T.P. Advisory Committee from the remaining applicants who applied in October 2003, to replace Brent Bell.
2. At this time, Staff recommends that the Board appoint a Snowmobile Representative for Southwest Idaho, Regions 3-4, from the remaining applicants who applied in October 2003, to replace John Cooper.

Off-Road Motor Vehicle Fund (ORMV)
Regions 3-4 – Snowmobile

1 Opening – Alternate

- 1) Darrin Lamb – Kuna (Alt.)
- 2) Karen Crosby – Boise
- 3) Becky Johnstone – McCall
- 4) Mark Wright – McCall

Recreational Trails Program
Statewide – Equine

1 Opening – Primary

- 1) Doris Ferguson – Lewiston
- 2) Tom Fitzpatrick – Lewiston - Reg 1-2
- 3) Gery Gudgel – Lewiston
- 4) Terri Bergmeier – Boise
- 5) Harold Edwards – Eagle
- 6) Gregory Smith – Emmett - Reg 3-4
- 7) Karen Crosby – Boise (Alt/)
- 8) Curtis Keller – Soda Springs - Reg 5-6

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise ID January 21-22, 2004

AGENDA ITEM: **Heyburn Cottage Site Appraisal**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: David White

PRESENTATION

BACKGROUND INFORMATION: The current Heyburn State Park Cottage Site Lease requires the Department to reappraise the cottage site lease property at five- year intervals (Section 6a. Appraisals/Appeals – The property shall be reappraised at five-year intervals.) The previous appraisal was completed in 1998; hence, the purpose behind this appraisal.

Scot Auble of Auble Jolicoeur & Gentry of Spokane, Washington, completed this reappraisal in accordance with appraisal standards and reporting requirements of the Uniform Standards of Professional Appraisal Practice. Mr. Auble is an Idaho State Certified General Appraiser. The appraised base value of the lots has increased as follows:

<u>Area</u>	<u>1998 Appraisal</u>	<u>2003 Appraisal</u>
Rocky Point Primary	\$45,000	\$47,500
Rocky Point Secondary	\$24,000	\$25,000
Chatcolet Secondary	\$24,000	\$25,000
Hawleys Landing Primary	\$40,000	\$42,500
Hanson's Haven	\$45,000	\$47,500
Floathome Sites	\$25,000	\$26,000

With the addition of the other reappraised adjustable (+/-) factors (parking availability, terrain, timber, lot size, view, lot adjacent to park land or occupied lots), the appraised values on the individual lots now fall within the following range based on their location in the park:

<u>Area</u>	<u>1998 Adjusted Value</u>	<u>2003 Adjusted Value</u>
Rocky Point Primary	\$33,750 to \$51,750	\$35,625 to \$54,625
Rocky Point Secondary	\$22,800 to \$30,000	\$22,500 to \$31,250
Chatcolet Secondary	\$20,400 to \$30,000	\$21,250 to \$31,250
Hawleys Landing Primary	\$36,000 to \$48,000	\$38,250 to \$51,000
Hanson's Haven	\$51,750	\$57,000
Floathome Sites (no adj.)	\$25,000	\$26,000

All lessees will be notified of these reappraised values and will have the opportunity to appeal per Lease Section 6b. Appraisal Appeals Process. The new appraised values will go into effect January 1, 2005.

ACTION ITEM

STAFF RECOMMENDATIONS:

Staff recommends the Board approve the reappraised values as presented.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise ID January 21-22, 2004

AGENDA ITEM: **Hells Gate Visitor Center Name**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: David White

PRESENTATION

BACKGROUND INFORMATION: The department is in the process of constructing a new visitor center focused on commemorating the Lewis and Clark expedition and its impact and influence on Idaho at Hells Gate State Park. The center will provide various interpretive displays to reflect the expedition's travels through the mountains of Idaho, interactions with the Nez Perce Tribe, and subsequently leaving the area via the rivers. This project is to be completed in 2004 in time for the Lewis and Clark Bi-Centennial celebration.

The center currently has not been officially named. Consequently, in preparation for its promotion and subsequent opening, we are proposing the following name:

"IDAHO LEWIS AND CLARK DISCOVERY CENTER"

This name is currently not being used elsewhere and effectively describes the purpose and function of the visitor center.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends the Board accept "Lewis and Clark Discovery Center" as the official name of Hells Gate's new visitor center.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise, ID January 21-22, 2004

AGENDA ITEM: **Jack O'Connor Hunting Heritage and
Education Center**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: David White

PRESENTATION

BACKGROUND INFORMATION: Jack O'Connor was a well-known outdoor writer and hunter who lived in Lewiston, Idaho. He was an editor of Outdoor Life Magazine during the 1950's – 70's and wrote many books on hunting and firearms during his career. His hunting partners included some of the most influential leaders of the time and he collected a number of trophy heads from around the world. These heads are now in the custody of the University of Idaho and many are on loan to the Leopold Scope Company. Leopold has constructed a traveling display on a semi-truck, which will make appearances at many of the largest outdoor shows in the U.S. during the next 12 – 24 months.

The O'Connor collection needs a permanent home. There is a Jack O'Connor Foundation that is very interested in locating the collection in the old visitor center at Hells Gate State Park. The center, to be called "The Jack O'Connor Hunting Heritage and Education Center" would tell the story of America's hunting heritage, educate the public about the role of hunting in natural resource management, and display the trophy heads of Mr. O'Connor. The building would also serve as the regional hunter education center for the Idaho Department of Fish and Game.

This plan has considerable support within the Lewiston community and within Idaho. A non-profit corporation has been formed which has prepared development and management plans to be reviewed by the department. Following approval by the department, the corporation will engage in a fund raising drive to acquire the resources for the building conversion and to pay for ongoing operations. The department will have involvement in the center through a special use permit/maintenance agreement and other support activities.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff is seeking authorization to move forward in developing a cooperative agreement with the Jack O'Connor Foundation to utilize Hells Gates' old visitor center as the Jack O'Connor Hunting Heritage and Education Center. The proposed agreement will be brought back to the Board for review at the spring meeting before it is finalized.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY NO ACTION REQUIRED

Idaho Park and Recreation Board Meeting
Boise ID January 21-22, 2004

AGENDA ITEM: IDPR Vessel Leasing Program Review

ACTION REQUIRED: BOARD ACTION REQUIRED

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Chuck Wells

PRESENTATION

BACKGROUND INFORMATION: A Department review of our vessel leasing program, prompted by changes in liability exposure and insurance requirements for the Department related to boats owned by the Department but operated under a lease agreement with the Counties have created the need for review and modifications that need to be made to our current lease practices.

Our legal counsel informed us mid year in 2003 that a federal court case established precedence that the owner of a vessel may be held liable for the operation of the vessel operated under a lease agreement. When this issue was discovered, our attorney reviewed our current vessel leases and contacted ICRMP, the insurance carrier for Idaho Counties, about the need for additional coverage to address this new liability exposure for the State. After review, ICRMP declined to approve this additional coverage for their clients.

An audit of our lease agreements with the counties also found that we had another shortfall in our vessel lease program. The review highlighted that a number of counties did not include the Department as an additional insured party as required in the lease agreement.

Additionally, staff found that we had similar proof of insurance coverage shortfalls with our snowmobile grooming equipment program, which is managed through a challenge cost share agreement rather than a lease. Under these agreements, the Department maintains both the ownership and maintenance responsibility of the grooming equipment.

An administrative review of the IDAPA 26.01.31.400.01, which defines the Department's equipment leasing program, by our new program manager revealed that there are three basic requirements to the program:

- 1) 400.01(a) – requires that a term, related to the length of time needed to accomplish a project be established for equipment to be leased

- 2) 400.01(b) – requires a lease price be negotiated prior to project approval
- 3) 400.01(c) – requires the project applicant to bear the full responsibility for damages and applicable insurance.

Up until this time, IDPR has funded these vessels 100% out of Waterways Improvement Funds and/or Coast Guard Boat Safety Funds. However, the current procedure has not included a term for the lease or charged a fee for leasing any of the vessels in the program. Additionally, the staff has now determined that insurance coverage issues have made the continuation of the lease program for these vessels a liability exposure for the State. Counties have generally carried the responsibility for maintaining the vessels with funds available to the counties through their vessel registration accounts, but because the average age of the 18 vessels currently in the lease program is 14 years, these costs are escalating for the counties.

ACTION ITEM

STAFF RECOMMENDATIONS: It is the recommendation of the staff that we take appropriate action to bring the vessel lease program into compliance with our IDAPA rules and Board policy for 50% match requirements for grant requests for equipment. This will require the following actions:

The staff will take immediate steps to bring the proof of insurance requirements up to the Department standards for all equipment covered under cost share agreements and future leases.

Staff is recommending that we take immediate action to ascertain the book value of, and declare as surplus, the 18 boats and one pickup we currently have in the lease program. Staff is proposing that the units be offered for sale for 50% of the assessed book value to the counties that have the units leased and if they are not interested, the units will be offered to other interested counties. Proceeds from the disbursement will be deposited in the Waterways Improvement Fund and added to the funding available for grants in that program during the 2004 grant cycle. Staff has contacted the affected counties notifying them of these recommendations and they have been invited to submit their written comments to the Department in time for the upcoming Board meeting.

All equipment purchased for lease in the future will require that the lease term is tied to a designated period of time, a lease fee is negotiated to reflect the amortized value of the property, and that all insurance requirements are satisfied.

☒ IDAPA RULE ☒ IDAPA FEE RULE ☐ BOARD POLICY

☒ BOARD ACTION REQUIRED ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
IDAHO PARK AND RECREATION BOARD MEETING

January 22, 2004
IDPR Headquarters
Boise, Idaho

AGENDA ITEM: Temporary Permit Rule Change
IDAPA 26 Title 01 Chapter 10

ACTION REQUIRED: **Approve Changes to Rule**

DIVISION ADMINISTRATOR: Rick Cummins

PRESENTER: Myron Johnson, Development Bureau Chief

PRESENTATION

BACKGROUND INFORMATION:

The permitting process for temporary rules allows staff to approve and authorize a temporary permit for use of IDPR owned land for the construction, operation and maintenance of specific type linear elements including, but not limited to, power and telephone lines, roadways, driveways, sewer lines, natural gas lines and water lines.

The action requested is specific to processing of fees, compensation for the permit, and application procedures. All other parts of the rule are not being considered for change at this time.

The purpose of the recommended rule changes is to make processing more streamlined and less of a burden to the public or private entities that are providing utility services through park properties. As a part of the rule change, it is necessary for the Board to take formal action approving of the recommended IDPR IDAPA rule.

See attached IDAPA 26 TITLE 01 Chapter 10

ACTION ITEMS

STAFF RECOMMENDATIONS: Staff recommends approving rule 26.01.10 changes as presented.

IDAPA 26
TITLE 01
Chapter 10

**26.01.10 – RULES GOVERNING THE ADMINISTRATION OF TEMPORARY PERMITS ON
LANDS OWNED BY THE IDAHO DEPARTMENT OF PARKS AND RECREATION**

000. LEGAL AUTHORITY.

These rules set forth procedures concerning the issuance of temporary permits on all lands owned by the Idaho Department of Parks and Recreation. Requests for permits on lands administered, but not owned by IDPR must be made directly to the land owner. These rules are promulgated pursuant to Idaho Code Section 67-4223(a) and shall be construed in a manner consistent with the duties and responsibilities of the Idaho Park and Recreation Board as set forth in Idaho Code Title 67, Chapter 42. These rules shall not be construed as affecting any valid existing rights. (7-1-93)

001. – 002. (RESERVED).

003. APPEALS.

A person aggrieved by a decision of the Director under these rules may submit a written request to appear before the Board pursuant to IDAPA 26.01.01.250, "Rules of Administrative Procedure of the Idaho Park and Recreation Board," but must do so within thirty (30) days after receipt of written notice of the Director's decision. Decisions to grant or deny a temporary permit are within the absolute discretion of the Board, and no appeal may be taken therefrom. (7-1-93)

004. – 009. (RESERVED).

010. DEFINITIONS.

01. Board. The Idaho Park and Recreation Board or such representative as may be designated by the board. (7-1-93)

02. Department and IDPR. The Idaho Department of Parks and Recreation. (7-1-93)

03. Director. The Director of the Idaho Department of Parks and Recreation or such representative as may be designated by the Director. (7-1-93)

04. Grantee. The party to whom a temporary permit is granted and their assigns and successors in interest. (7-1-93)

05. Grantor. The State of Idaho and its assigns and successors in interest. (7-1-93)

06. Park Manager. The person responsible for administering and supervising a specific state park area, or department owned land not yet a state park, as designated by the Director of Parks and Recreation.

07. Person. An individual, partnership, association, or corporation qualified to do business in the state of Idaho, and any federal, state, county or local unit of government.

08. Temporary Permit. An instrument authorizing a temporary use of IDPR owned land for the construction, operation and maintenance of specific typically linear elements including but not limited to power and telephone lines, roadways, driveways, sewer lines, natural gas lines and water lines. (7-1-93)

IDAHO ADMINISTRATIVE CODE
Department of Parks and Recreation

IDAPA 26.01.10 – Administration of Temporary
Permits on Lands Owned by the Dept. of Parks
and Recreation

011. – 049. (RESERVED)

50. POLICY.

- 01. Issuing Authority.** Temporary permits are issued by the Director in lieu of easements, and shall be required for all activities on or over IDPR owned land. (7-1-93)
- 02. Discretion.** The Board retains absolute discretion to grant or withhold a temporary permit on land which it owns. (7-1-93)
- 03. Consent Required.** Temporary permits, their amendment, renewal and assignment and all subsequent actions are not valid without the written consent of the Director. (7-1-93)
- 04. Modifications.** Temporary permits and subsequent modifications, assignments and renewals require a formal application, and payment of a processing fee to reimburse the agency for staff time devoted to processing of the request. (7-1-93)
- 05. Purpose Compatible.** The purpose for which the temporary permit is sought must not interfere with the existing or anticipated values, objectives, or operation of department owned lands. (7-1-93)
- 06. Compensation.** An appropriate compensation for use of department-owned lands, as set out in Section 150 of this chapter, shall be paid to the IDPR in cash or in the form of offsetting benefits to be determined by the Director. (7-1-93)
- 07. Control.** At all times the control of gates, roads and park lands shall be retained by the State. The permit shall be for the Grantee's use only, shall be issued for a specific period of time, not to exceed ten (10) years, but usually five (5) years or less, and shall automatically expire if not used for a period of one (1) year.

051.- 099. (RESERVED)

100. PROCESSING FEES.

- 01. Issuance Or Modification.** The processing fee for a new temporary permit, or modification of an existing temporary permit, is two-hundred dollars (~~\$00~~ \$200), which must be received from all applicants before processing can proceed. The processing fees are designated to offset processing costs and are nonrefundable. (7-1-93)
- 02. Assignment Or Renewal.** The processing fee for assignment or renewal of an existing temporary permit is fifty dollars (\$50), and must be received before processing can proceed. The processing fees are designated to offset processing costs and are nonrefundable. (7-1-93)

101. – 149. (RESERVED)

150. COMPENSATION

01. **Payment In Advance.** Cash compensation for the entire term of the temporary permit shall be collected from the applicant prior to issuance. (7-1-93)

Page 3

IDAHO ADMINISTRATIVE CODE
Department of Parks and Recreation

IDAPA 26.01.10 – Administration of Temporary
Permits on Lands Owned by the Dept. of Parks
and Recreation

02. **Cost Per Acre.** Cash compensation for a temporary permit shall be charged at a rate of one-hundred dollars (\$0) (~~\$100~~) per acre of IDPR land utilized per year or any portion thereof, and shall be specified in the temporary permit. Temporary permits of less than one (1) year in duration will not be prorated. (7-1-93)

03. **Noncash Compensation.** Offsetting (non-cash) compensation for a temporary permit may be approved on an individual basis by the Director, and the terms of the agreement shall be outlined in the temporary permit. (7-1-93)

04. **Nonrefundable.** Compensation to IDPR for a temporary permit is non-refundable, except as set out in Subsection 200.08 of this chapter. (7-1-93)

151. – 199. (RESERVED)

200. **STANDARD CONDITIONS.**

All temporary permits issued shall be subject to the following standard conditions:

01. **Term Limited.** The use and term of a temporary permit is limited solely to that specifically stated in the instrument. (7-1-93)
02. **Utilities.** Except under special circumstances with approval of the Director, all utilities shall be installed underground. (7-1-93)
03. **Construction, Operation And Maintenance.** The Grantee shall construct, maintain and operate at Grantee's sole expense the facility for which the temporary permit is granted, and maintain the permit site in a condition satisfactory to the Park Manager.
04. **Compliance With Laws.** The Grantee will comply with all applicable state and local laws, rules, and ordinances, including but not limited to: State fire laws and all rules of the State Land Board pertaining to forest and watershed protection, and with the Stream Channel Protection Act as designated in Chapter 38, Title 42 of the Idaho Code. (7-1-93)
05. **Wetlands.** The Grantee will comply with all State and Federal statutes, rules, and regulations pertaining to wetlands protection. (7-1-93)
06. **Land And Water Conservation Fund.** Temporary permits on land located within Land and Water Conservation Fund 6(f) boundaries, their amendment, renewal, assignment and all subsequent actions shall be subject to the terms and the requirements of the Land and Water Conservation Fund Act of 1965 (P.L. 88-578, 16 U.S.C.S. Section 4601-4 et seq.) (7-1-93)
07. **Hold Harmless.** The Grantee, its agents and contractors shall indemnify and hold harmless the Department, the State of Idaho and its representatives against and from any and all demands, claims or liabilities of every nature whatsoever, arising directly or indirectly from or in any way connected with the use authorized under the temporary permit. (7-1-93)

IDAHO ADMINISTRATIVE CODE
Department of Parks and Recreation

IDAPA 26.01.10 – Administration of Temporary
Permits on Lands Owned by the Dept. of Parks
and Recreation

- 08. Withdrawal For Park Use.** Should the land be needed for park development or recreation use, the Director reserves the right to order the change of location or the removal of any structure(s) or facility(ies) authorized by a temporary permit at any time. Any such change or removal will be made at the sole expense of the Grantee, its successors or assigns. When a temporary permit is terminated prior to its stated expiration date pursuant to this provision, the grantee will receive a pro-rata refund of compensation paid.
(7-1-93)
- 09. Permits Not Exclusive.** The temporary permit is not exclusive to the Grantee, and shall not prohibit the Department from granting other permits or franchise rights of like or other nature to other public or private entities, nor shall it prevent the Department from using or constructing roads and structures over or near the lands encompassed by the temporary permit, or affect the Department's right to full supervision or control over any or all lands which are part of the temporary permit.
(7-1-93)
- 10. Cancellation.** The Director may cancel the temporary permit or amend any of the conditions of the temporary permit if the Grantee fails to comply with any or all of the provisions, or requirements set forth or through willful or unreasonable neglect, fails to heed or comply with notices given.
(7-1-93)
- 11. Removal Of Facilities.** Upon termination of the temporary permit for any reason including cancellation, expiration, or relinquishment, the Grantee shall have thirty (30) days from the date of the termination to remove any facilities and improvements constructed by the Grantee, and shall restore the permit site to the satisfaction of the Park Manager. Upon written request, and for good cause shown, the Director may allow a reasonable additional time for the removal of improvements and facilities and the restoration of the site.
(7-1-93)

201. – 249. (RESERVED)

250. SPECIAL CONDITIONS.

Special conditions addressing unique situations may be included in the temporary permit to protect natural or park resources, or to safeguard public health, safety or welfare.
(7-1-93)

251. – 299. (RESERVED)

300. APPLICATION PROCEDURE.

- 01. Contents Of Application.** A temporary permit application shall contain: (7-1-93)
- a. A Temporary Permit Application/Action form; (7-1-93)
 - b. A plat of the proposed permit location; (7-1-93)
 - c. The appropriate application fee; (7-1-93)

**IDAHO ADMINISTRATIVE CODE
Department of Parks and Recreation**

**IDAPA 26.01.10 – Administration of Temporary
Permits on Lands Owned by the Dept. of Parks
and Recreation**

d. An acceptable written description based on a survey of the centerline, or metes and bounds survey of the temporary permit tract. The department reserves the right to require a survey performed by a Registered Professional Land Surveyor. (7-1-93)

02. Engineering Certification. As required in section 58-601, Idaho Code, for any application for a ditch, canal or reservoir, the plats and field notes shall be certified by the engineer under whose direction such surveys or plans were made and four (4) copies filed with the Department and one (1) copy with the Director, Idaho Department of Water Resources. (7-1-93)

03. Application Submission. Temporary permit applications shall be submitted to the Park Manager of the park in which the permit is requested. The Park Manager will forward it for processing as outlined in Section 800. of this chapter. (7-1-93)

301. – 349. (RESERVED)

350. MODIFICATION OF EXISTING TEMPORARY PERMIT.

A modification of an existing temporary permit shall be processed in the same manner as a new application. Modification includes change of use, enlarging the permit area, or changing the location of the permit area. Modification does not include ordinary maintenance, repair, or replacement of existing facilities. (7-1-93)

351. – 399. (RESERVED)

400. ASSIGNMENT.

Temporary Permits issued by the Director cannot be assigned without the approval of the Director. To request approval of an assignment, the Assignor and assignee shall complete the Department's standard Temporary Permit Application/Action form and forward it and the assignment fee to the Park Manager, for processing as outlined in Section 800 of this chapter. (7-1-93)

401. – 449. (RESERVED)

450. RENEWAL.

Renewal of temporary permits may be sought by completing a Temporary Permit Application/Action form and forwarding it together with the renewal fee to the Park Manager for processing as outlined in Section 800 of this chapter. Renewal applications must be submitted at least forty-five (45) days prior to the expiration date of the temporary permit. (7-1-93)

451. – 499. (RESERVED)

500. ABANDONMENT.

A Temporary Permit not used for the purpose for which it was granted for a period of one (1) year is presumed abandoned and shall automatically terminate. The Director shall notify the Grantee in writing of the termination. The Grantee shall have thirty (30) days from the date of the written notice to reply in writing to the Director to show cause why the Temporary Permit should be reinstated. Within thirty (30) days of receipt of the statement to show cause, the Director shall notify the Grantee in writing as to the

Director's decision to request to appear before the board as outlined in Section 003 of this chapter.
Removal of property from and restoration of the site is governed by Subsection 200.11 of this chapter.
(7-1-93)

IDAHO ADMINISTRATIVE CODE
Department of Parks and Recreation

IDAPA 26.01.10 – Administration of Temporary
Permits on Lands Owned by the Dept. of Parks
and Recreation

501. – 549. (RESERVED)

550. RELINQUISHMENT.

The Grantee may voluntarily relinquish a temporary permit any time by submitting a Temporary Permit Application/Action form to the Park Manager. Upon relinquishment, removal of property from and restoration of the site is governed by Subsection 200.11 of this chapter.
(7-1-93)

551. – 599. (RESERVED)

600. EXPIRATION.

Upon the expiration, and absent a request for renewal of the temporary permit, removal of property from and restoration of the site is governed by Subsection 200.11 of this chapter.
(7-1-93)

601. – 649. (RESERVED)

650. CANCELLATION.

The Director may cancel a temporary permit if the Grantee fails to comply with any of all of its provisions, terms, conditions, or rules; or through willful or unreasonable neglect, fails to heed or comply with notices given.
(7-1-93)

651. – 699. (RESERVED)

700. ENFORCEMENT.

Should it become necessary to enforce the terms of a temporary permit in a court of law and the Grantor prevails, the Grantee shall pay all costs and fees.

701. – 749. (RESERVED)

750. ADMINISTRATION.

01. Bureau Responsible. The IDPR Development Bureau shall be responsible for uniform statewide administration of all IDPR temporary permits.
(7-3-93)

02. Disposition of Fees. All processing and compensation fees collected from applicants shall be sent to the finance section for deposit into the appropriate account.
(7-1-93)

03. Status Report. The IDPR Development Bureau shall maintain an up-to-date status report on all temporary permits issued.
(7-1-93)

751. – 799. (RESERVED)

800. PROCESSING.

01. Receipt Of Application. Upon receipt of a properly filled Temporary Permit Application/Action form and the appropriate application fee, the Park Manager shall review the application and forward it, together with his comments, to the Region Supervisor. The Region Supervisor shall review

the application and forward his comments along with the Temporary Permit/Action package, to the Chief, Development Bureau IDPR for processing.

IDAHO ADMINISTRATIVE CODE
Department of Parks and Recreation

IDAPA 26.01.10 – Administration of Temporary
Permits on Lands Owned by the Dept. of Parks
and Recreation

02. Time. Processing of Temporary Permit Application/Action Forms shall not exceed one hundred twenty (120) days from the date of the acceptance of a complete application by the Park Manager. Applications not acted on within one hundred twenty (120) days are deemed denied. (7-1-93)

03. Notification. All applicants shall be notified in writing, by the development bureau chief, of the approval of their application. (7-1-93)

801. – 999. (RESERVED).